

CONSTRUCTION

MEMORANDUMS

MEMO NO. 63

DATE OF ISSUE

DECEMBER 2010

SUBJECT

COMMERCIALLY USEFUL FUNCTION

A misunderstanding exists regarding whether the ITD-1701 needs to be completed for projects that do not have a specified Disadvantaged Business Enterprise (DBE) Project Goal.

Whenever a DBE firm is working on a federal-aid project, the applicable procedures in the Contract Administration Manual apply and an ITD-1701 form must be completed.

Date of original issue 12/10

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